

Smart[]Health

Activity Library

2023 Quarter 2

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What is the SmartHealth Activity Library?

The SmartHealth Activity Library includes key details about the SmartHealth activities you will see each quarter such as the title, image, dates, and more.

How can I use this library?

There are many ways to use the library. Here is one quick example of how it can help plan your next wellness campaign:

1. Review the library to learn what is planned on SmartHealth.
2. Find an activity you want to promote.
3. Use the details to create your own promotional material such as a message or flyer.

How else can I promote SmartHealth?

We have ready-to-use resources to help our member employers support the well-being of both their staff and organization. These resources will help you quickly and easily plan and promote SmartHealth.

Where can I find these SmartHealth resources?

Washington Wellness works with member employers in the Public Employees Benefits Board (PEBB) and the School Employees Benefits Board (SEBB) programs. Just go to the webpage below based on the type of benefits you receive (PEBB or SEBB):

- [SmartHealth for PEBB](#)
- [SmartHealth for SEBB](#)

Are there more resources to help me build a wellness program?

Yes. Visit the [Washington Wellness website](#) to find more ready-to-use resources to support your work. You can also [contact your health promotion consultant](#) for more help. We offer strategic support, targeted trainings, and more.

2023 Quarter 2 Activities

Well-being - How to Thrive in Life and at Work



Well-Being - How to Thrive in
Life and at Work

APR. 3, 2023 - MAY. 28, 2023

75 Points

Well-Being - How to Thrive in Life and at Work

finish each part of the lesson

About this activity

Learn the six dimensions of well-being and specific practices to improve your well-being in life and at work. Understand how to practice well-being with expert Dr. Mary Jo Kreitzer.

More Information

Dr. Mary Jo Kreitzer PhD, RN, FAAN is the founder and director of the University of Minnesota's Earl E. Bakken Center for Spirituality & Healing. Dr. Kreitzer is one of the world's top experts on the topic of well-being.

Open Lesson

Diversity: Blind Spots and Biases



Diversity: Blind Spots and
Biases

APR. 3, 2023 - MAY. 28, 2023

75 Points

Diversity: Blind Spots and Biases

finish each part of the lesson

About this activity

We all have blind spots to the experiences of others. Let's identify these blind spots so you can start seeing new ways to add inclusivity into life and work.

More Information

In this course, we'll explore the foundations of diversity and inclusion, including identities, discrimination, bias, and allyship. Understanding these important concepts will enable you to take practical steps individually and as an organization, creating an environment where everyone feels included and belongs.

Open Lesson

Change Your Routine



Change Your Routine

APR. 3, 2023 - MAY. 28, 2023

50 Points

Change Your Routine

change your routine at work

5 times

About this activity

If you're feeling a little stuck or bored in your work, it might be a great time to change your routine!

More Information

Consider volunteering for a cross-functional project, reversing the sequence in which you attack tasks each day, or trying some other small twist to your workday.

Not sure where to start? Ask your manager for ideas.

Disability Insurance -The Long and Short of It



Disability Insurance - The
Long and Short of It

APR. 3, 2023 - MAY. 28, 2023

75 Points

Disability Insurance - The Long and Short of It

finish each part of the lesson

About this activity

Want financial confidence to know you could handle a prolonged sickness or injury? Learn the what and why of disability insurance.

More Information

When choosing health benefits, you want to get the best care for the right cost. In this course, you'll learn how to choose and use your health benefits wisely.

[Open Lesson](#)

Prepare Your Finances For Your Future



Prepare Your Finances for
Your Future

APR. 3, 2023 - MAY. 28, 2023

25 Points

Prepare Your Finances for Your Future

prepare your finances for your future

About this activity

The plans you have for your future are important to you and your family. And it is just as important to have enough money to afford the future you want. Create a financial action plan so that you can have the right amount of money available when you need it most.

Clear Your Workspace To Clear Your Mind



Clear Your Workspace to
Clear Your Mind

APR. 3, 2023 - MAY. 28, 2023

25 points per week

Clear Your Workspace to Clear Your Mind

clean your workspace

1 time / weekly

About this activity

Cleaning and organizing your workspace can often help when you need to find focus at work. A clean workspace can also be a healthier one. For this activity, take a moment to organize and clean your workspace. Put papers away, clear away trash, clean up dirty coffee mugs or cups and give your desk space a wipe down to remove dust, dirt and germs. This activity should help you prepare to get focused with your work, feel more productive and help make your physical environment healthier.

Stepping It Up Together



Stepping It Up Together

100

APR. 3, 2023 - MAY. 28, 2023

100 Points

Stepping It Up Together

exercise

1000000 steps

4 - 12

About this activity

Are you ready to get stepping with your team? Throughout the day, consider all the ways you and your teammates can move more, like taking a walking meeting outside or taking the stairs instead of the elevator—all of this can contribute to your team goal of 1 million steps. Be sure to connect your fitness tracking device so that all steps are tracked, or manually track your activity. Challenge yourself and your team: How can you move more during the day?

More Information

Don't let the big number intimidate you. Read below about the many ways you can track more steps each day and hit your team goal.

Here is your team's action plan:

- As a team, talk about your own personal goals for this challenge, and do a quick calculation to decide steps per day per person. Remember that this number may be different for each member of your team.
- As a team, challenge one another to be creative in getting more steps in during the day.
- After walking, exercising or doing other activities, log your steps.
- Be sure to congratulate your teammates for stepping up and remember to encourage one another along the way!

Here are some creative ways to get more steps:

- Take the stairs instead of the elevator or escalator
- Walk around during phone calls
- Park farther away from your destination
- Take a walk during your work break
- Instead of sitting down during a meeting, make it a walking meeting
- Get up earlier and take a morning walk, or take a walk after dinner before you settle in for the night
- On your days off work, aim for longer walks, sports or other types of physical activity
- Track "steps" for non-walking activities like riding a bike, playing a sport or moving around the house

Approximate steps commitment per person:

- 4-person team: 250,000 steps per person
- 5-person team: 200,000 steps per person
- 6-person team: about 166,667 steps per person
- 7-person team: about 142,857 steps per person
- 8-person team: 125,000 steps per person
- 9-person team: about 111,111 steps per person
- 10-person team: 100,000 steps per person
- 11-person team: about 90,909 steps per person
- 12-person team: about 83,333 steps per person

Ask For Help



Ask for Help

APR. 3, 2023 - JUN. 30, 2023

50 Points

Ask for Help

ask for help when you need it

About this activity

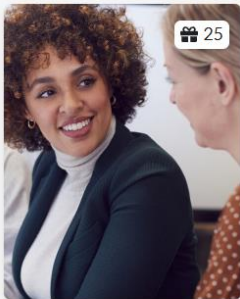
If you're struggling with a problem or just want a little more insight about how to best approach a project or task, consider asking for help. Asking for help demonstrates that you care about doing a good job and that you want others to be involved in your work process or tasks.

More Information

Some people hesitate to ask for help out of fear of seeming incompetent or not wanting to bother someone. Don't let those fears hold you back from going to your manager or peers when you're struggling to solve a problem; if it's truly giving you trouble, they will appreciate being informed, and you can resolve the issue much more quickly.

When you are ready to ask for help, mention the solutions you've already tried. Try to offer other solutions that you think might work. Finally, don't hesitate to admit if you feel overwhelmed or if you think you might have made a mistake. It's always better to address these problems earlier rather than later, and it demonstrates your honesty and trust in the people you work with.

Managers: Ask Your team what they need



Managers: Ask Your Team
What They Need

APR. 3, 2023 - JUN. 30, 2023

25 points per week

Managers: Ask Your Team What They Need

ask your team what they need

1 time / weekly

About this activity

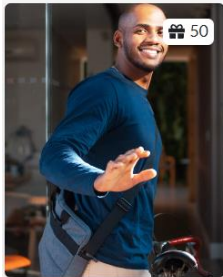
Are you a manager or supervisor? During group discussions or one-on-one meetings, ask your team members: 1) if they are struggling to get work done and 2) what might help to resolve the issue.

More Information

Follow up on any commitments you make and keep your team informed about progress on your side.

After an adjustment has been made, check back with your team and ask about the effects. Did the adjustment help? Are additional steps still needed?

Managers: Be an Example for Wellness



Managers: Be an Example for Wellness

APR. 3, 2023 - MAY. 28, 2023

50 Points

Managers: Be an Example for Wellness

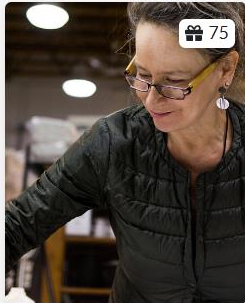
1 times you shared your own wellness break

4

About this activity

As a manager, you can help promote a healthy work-life balance among your team (and prevent their burnout) by telling them when you are taking a wellness break. Whether it's just a quick walk around the block after a meeting, or an afternoon out of the office after completing a big project, be sure your team knows about it. Lead by example so that your team will trust that your organization values wellness.

Working on Purpose – A Job, a Career, or a Calling?



Working on Purpose - A Job, a Career or a Calling?

APR. 3, 2023 - MAY. 28, 2023

75 Points

Working on Purpose - A Job, a Career or a Calling?

1 finish each part of the lesson

About this activity

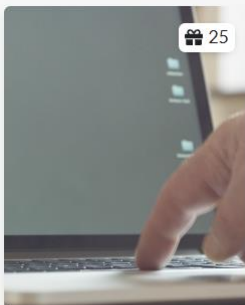
Discover your gifts and passions so you can find greater meaning at work or find work with greater meaning. Work on your purpose with renowned life coach Richard Leider.

More Information

Richard Leider is the best-selling author of "The Power of Purpose," "Life Reimagined," and "Repacking Your Bags." Richard is ranked by Forbes as one of the "Top 5" most respected executive life coaches.

Open Lesson

Managers: Challenge yourself to disconnect



Managers: Challenge Yourself to Disconnect

MAY. 1, 2023 - JUL. 28, 2023

25 points per week

Managers: Challenge Yourself to Disconnect

1 refrain from working when you're off work

4 times / weekly

About this activity

To encourage work-life balance among your employees, lead by example and don't work during the off-hours.

Job Crafting: reflect on meaning



Job Crafting - Reflect on Meaning

MAY. 1, 2023 - JUL. 28, 2023

50 Points

Job Crafting - Reflect on Meaning

reflect on what makes your job meaningful

3 times

About this activity

Looking back at both your task and relational crafting, how do you view your job overall? You have power in what purpose you derive from certain aspects of your job. It is important to recognize your job for the many different components that it involves. What are aspects that you find very meaningful and rewarding?

Schedule downtime at home



Schedule Downtime at Home

MAY. 1, 2023 - JUL. 28, 2023

50 Points

Schedule Downtime at Home

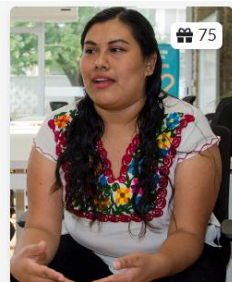
scheduled breaks

4

About this activity

If you're feeling the stress of juggling work, family responsibilities and other "on" times—or are simply feeling like your routine could use a break—take a look at your calendar and fit in some time for play or relaxation.

Diversity: Your Intersecting Identities



Diversity: Your Intersecting Identities

MAY. 22, 2023 - JUL. 9, 2023

75 Points

Diversity: Your Intersecting Identities

finish each part of the lesson

About this activity

This lesson explores how aspects of our identities—including race, gender, age, sexual orientation and more—can impact the lived experience of ourselves and others.

[Open Lesson](#)

Craft a Success Space at Home



Craft a Success Space at Home

MAY. 22, 2023 - JUL. 9, 2023

25 Points

Craft a Success Space at Home

create a productive home workspace

About this activity

Working from home may be ideal for some people, and a challenge for others. Whether you choose to work from home full-time or need to occasionally work from home, it's important to set up a space where you can feel productive and energized. For this activity, think about how you could create more focus while working from home with the addition of noise-canceling headphones or some other physical improvement to your workspace. Read below for more ideas about how to do this.

More Information

- **Boundaries and time-blocking:** You may be struggling with productivity because you work at home with distractions: the dog, the kids, a partner...sometimes your workspace might be a very public area in your home. Setting boundaries with others sharing your home might be a good start. Clearly communicate what your work hours are, let them know when you might need more silence (like when talking on a call), and be sure to let them know when you are free as well. After all, the people in your home can bring you energy and remind you what's important in life. Create the right time blocks and ask for appropriate boundaries so you can feel productive.
- **Conference call improvements:** Working from home may mean attending more online conference calls. If you opt for video calls, try using a service that offers blurred background functionality. This makes background details fuzzy and allows callers to focus on you, not the objects behind you. (Your organization may also offer tech tips to help set this up.) Other improvements you can make would be to tell other people in your home that you are about to get on a call or take the call from a room where the door can be closed. This will allow you to focus on the call, not the distractions. And when you aren't talking on the call be sure to use the mute button!
- **Noise-canceling headphones:** These are specifically designed to cancel out ambient noise or reduce the amount of background noise. They are great for reducing voices around you and can also help when you're working from a noisy environment. They work well on their own but can also be used to listen to music or attend conference calls.
- **Ambient music or sound:** Some people find that the right music can greatly add to their productivity and focused energy. Find the right music for you or create a playlist that you know works for your productivity.
- **Task lamps or lighting:** Believe it or not, the type of lighting in your space could be negatively affecting your productivity. Adjustable task lamps allow for focused light to project onto a surface for better visibility and are best when you're typing or when reading text is critical. Consider other types of light adjustments like overhead lighting, natural light, adding window shades or moving your desk toward better lighting.
- **The right desk and chair:** The best at-home office set-up is whatever works best for you, your space and the type of work you do. Some people are very productive moving around their home finding a variety of places to sit and work. Others prefer a dedicated desk, table or chair so their equipment doesn't need to move. You need to find the right set-up that won't cause physical injury or pain while you are working from home.
- **At-home office supplies:** Would a whiteboard or other office supplies help you be more productive? Some at-home workers like having a space that looks and feels like a traditional office space - and having the right tools to get the job done may help with your energy levels.
- **Acoustical tiles:** You may not be able to make your home office or personal workspace sound-proof, but you can help dampen distracting noise with some acoustical tiles. These are pieces of foam that can often be cut to size and affixed to walls or doors. Of course you'll first want to make sure you can make this type of modification at home.

Investment Strategies for a Happy Retirement




Investment Strategies for a
Happy Retirement

 MAY. 22, 2023 - JUL. 9, 2023

75 Points

Investment Strategies for a Happy Retirement

 finish each part of the lesson

About this activity

Where you put your money matters—especially when you're saving for retirement. Learn strategies that work from financial expert Chris Farrell.

[Open Lesson](#)

Dental Insurance Basics



Dental Insurance Basics

 MAY. 22, 2023 - JUL. 9, 2023

75 Points

Dental Insurance Basics

 finish each part of the lesson

About this activity

What is dental insurance and how does it work? Learn the basics from this lesson, then be sure to find and read the specifics offered by the plans you are considering.

[Open Lesson](#)

3 Strategies to Manage Cravings



3 Strategies to Manage
Cravings

 MAY. 22, 2023 - JUL. 9, 2023

75 Points

3 Strategies to Manage Cravings

 finish each part of the lesson

About this activity

Whether you're quitting tobacco, trying to lose weight or making other changes, you're likely to experience situations that lure you back to your old habits.

Learn three key strategies to manage those cravings and stay on track.

[Open Lesson](#)

Get Comfortable and Get Productive



Get Comfortable and Get
Productive

MAY. 22, 2023 - JUL. 9, 2023

25 Points

Get Comfortable and Get Productive

adjust your workstation

About this activity

If you sit at a desk all day you may notice certain aches, pains or fatigue from being in the same position for long periods of time. Taking steps to adjust your workspace can help alleviate these issues. Arranging your monitor, keyboard, chair and lighting can all help give you better comfort and improved productivity. For this activity, read the below information and make some adjustments to your workstation to improve your health, energy and productivity.

More Information

Making adjustments to your workstation can help you feel more comfortable. Here are some ideas of how to make adjustments to your workstation.

- **Chair:** A good work chair should have a high back to support the shoulders and possibly the head. It should allow for adjustments throughout the day, like adjusting the seat height and armrest height. The chair should also allow for you to lean back or sit up straight and ideally have a breathable fabric for good temperature control.
- **Monitor:** Notice how you normally look at your monitor. Do you need to lean forward to view the screen? Or are you hunched forward or have your head facing downward? The best monitor position is when your eyes are facing forward and level with the top third of the screen. Ideally you can move your monitor and make minor adjustments during the day if need be.
- **Keyboard:** Your keyboard should be at a position where your elbows are resting comfortably next to your waist, at a 90-degree angle, with wrists slightly bent up. Under-desk keyboard mounts are excellent for helping you achieve this angle.
- **Lighting:** Although you may not think about your workstation lighting, the type of light and position can greatly affect your productivity and energy levels. A small task lamp can help you see paper documents or desk items better and can help with eye strain. Soft ambient lamps can help create a warmer, more comforting desk area (great for dark winter months). Natural light is great but can sometimes cause glare on your screen. Adding window shades, or positioning your monitor differently, can help with eye strain related to glare.